

Wyoming Prevention Framework Community Grant Report

Attachment B

This report is for this time period

February 2007 - June 30, 2007

Please email this report as an **attachment** to...
Substance Abuse & Mental Health Services Division,
Wyo Dept. of Health
lisa.laake@health.wyo.gov

For information call 1-800-535-4006
or 307-777-6494

Today's Date

County

Contract Organization Name

Your Name

Your Mailing Address

City, State, Zip

Your Work Phone Number

Fax

Your Work Email Address

11-May-07

Goshen

Comprehensive Community Coalition

Danielle Wondercheck

2125 East A St

Torrington, WY 82240

307-401-0043- Cell

[daniewonder@yahoo.com](mailto:danielwonder@yahoo.com)

Please keep both a hard-copy and file copy for your records

Item	Contract Deliverables	Date due	Percent Completed (or notes on amount completed)	Date Completed	Comments or Notes
A Staff, Board of Directors, Volunteers, Work Assignments, and Technical Assistance					
1	SPF Staff Hired (report name, percent of time, email address, phone number)	1-Feb-07	100	3/3/2007	Danielle Wondercheck, Project Coordinator- half-time; daniewonder@yahoo.com; 307-401-0043
2	Supervise SPF staff/staff evaluation (note dates and any notes)				
3	Name, title, and phone number of the staff's supervisor		100	3/3/2007	Lynette Saucedo; 307-532-7784; Director, Practice Program
4	Criminal history record compliance (briefly note yes or no if any action was taken this quarter--do not report names)				No
5	Staff training and paid travel			3/5/2007	Wendy, Lynette, Danielle - Casper for Training
	(list all training paid under the contract, dates, traveler name, amount)			3/5 & 3/6	Casper, WY; Wendy Applegarth- \$121.37; Lynette Saucedo-\$113.54; Danielle Wondercheck - \$100.45
6	Notify the Division of any board of directors/staffing changes				Yes
7	Other Contract Work Agreements (report details)				No
8	Complete agreement with SPF-TAC				Yes
9	Other				

B Needs Assessment Activities

1	Needs Assessment Training/Winter 07 Meeting	Feb or March 2007	100	3/5 & 3/6	Danielle, Lynette & Wendy attended.
2	Needs Assessment Instrument Received	Feb or March 2007	100	3/5/2007	
3	Data Collection		75		continuing to complete
4	Data Analysis		50		more identified as data is collected
5	Priorities Identified				
6	Needs Assessment Sent to SAD	1-Jun-07			
7	Receive SAD Comments @ Needs Assessment	15-Jun-07			
	Revise Needs Assess/Submit Final				
8	Other				

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C Community Infrastructure Activities					
1	Community Advisory Council Activities briefly list CAC activities			4/10/2007	Two Town Hall meetings inviting the community were held on this date to gather information and promote community involvement.
2	Community Advisory Council Meetings List dates & number of people who attended See below for membership report				See attached minutes
3	Budget and Funding Approved by CAC (attach minutes)				Minutes attached
4	Community Resource Assessment note date and attach report				
5	Present Findings/Process to Community				

6	(Optional) local SAPST and/or CADCA Training for SAC/Community				Scheduled to attend in June
7	Briefly describe how the community was involved in the SPF process during this reporting period				We have held two town hall meetings that were open to the public and well advertised as well as conducted around 30 interviews with a wide variety of community members in efforts to collect data and identify problem areas.
8	Other CAC/Infrastructure				

D Strategic Planning Activity

	Attend Strategic Planning Training	Jul-07			
	Receive Strategic Planning Materials from SAD				
	Research Evidence Based Strategies				
	Match Strategies to Data/Needs				
	Write Strategic Plan				
	Submit Strategic Plan to SAD				
	Receive SAD Comments/Revise/Final Plan	31-Aug-07			
	Other				

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
E	Implementation (only with SAD approval)				

F Deliverables and Assurances Reports

	For February 1 - April 30				
1	May 15: Submit this report to SAD	15-May-07	100		
2	May 15: Submit Expenditure Report to SAD	15-May-07	100	3/11/2007	Sent in mail
	For February 1 - June 30				
3	July 31: Submit CLI to SAMHSA	31-Jul-07			
	For May 1 - June 30				
4	July 31: Submit Expenditure Report to SAD	31-Jul-07			
	For May 1 - September 30				
5	October 15: Submit this report o SAD	15-Oct-07			
	For July 1 - September 30				
6	October 15: Submit Expenditure Report to SAD	15-Oct-07			
7	Complete evaluation agreement with WySAC	30-Mar-07	100	3/27/2007	
8	Provide any other evaluation information		100	4/11/2007	resubmitted info just to be sure it arrived on 4/15/07
9	Submit any requested data		100	4/11/2007	
10	Obtain Chapter 16 Prevention Certification				
11	On-Site evaluations or reviews				
12	Post 2 newspaper ads/articles about the SPF grant (attach copy)		100	Mar-07	See attached newspaper articles

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
G	Other Information				
1	Briefly describe any actions taken by the LEAD AGENCY (fiscal agency) board of directors or high level staff around the SPF SIG grant				Danielle Wondercheck, Project Coordinator, has arranged and held regularly scheduled CAC meetings, reported data weekly to members and maintained and reported on the budget monthly to members.
2	Restricted activities (report any approval requested and received for these)				
	fairs/brochures/educational materials				
	media				
3	Please note any significant changes from the budget submitted in the application.				None at this time
4	What was the one greatest accomplishment this reporting period? How was this accomplishment shared with the community?				The Town Hall meetings and community interviews. A lot of valuable information was collected for the purpose of this project. We hold weekly meeting to update community members on findings and we have scheduled a follow-up town hall meeting to be held in July to review the complete findings of the Needs Assessment.

